

DUTY STATEMENT
DEPARTMENT OF STATE HOSPITALS – ATASCADERO
REHABILITATION THERAPY SERVICES

JOB CLASSIFICATION: STUDENT ASSISTANT – RECREATION THERAPY INTERN
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I. Major Tasks, Duties and Responsibilities

Under the direct supervision of the Internship Supervisor, Certified Therapeutic Recreation Specialist (CTRS), will learn to provide rehabilitative programs and services through appropriate patient assessment, treatment, service planning, therapeutic activities, discharge planning and community reintegration by using the principles and practices of the respected disciplines to develop, maintain, or restore physical, emotional, and social competencies of the patients. The Recreation Therapist Intern will learn to provide recovery focused treatment activities and participate on the treatment teams of patients assigned under the supervision of the CTRS Internship Supervisor.

35% Assessment, Planning, and Evaluation

- A. Learn to gather information on the patients assigned through attendance in shift changes, treatment teams, group observation, patient interview, chart review, and consultations. Patient caseload will be assigned by supervisor.
- B. Learn to conduct and prepare written Rehabilitation Therapy Assessments (RTAs) on all patients as assigned. Prepare assessments per written instructions and make recommendations as to the patient's rehabilitation treatment plan as appropriate to meet the life goals of the patient.
- C. Learn through participation in treatment team meetings to review each patient's progress.
- D. Learn to provide written documentation on patients' progress pertaining to their rehabilitation therapy program in their medical record. Provide timely and accurate assessment/progress notes on patients upon transfer, 90 day or weekly notes, and as required per policy with regard to the patient's rehabilitation therapy treatment plan.

30% Direct Services

- A. Learn to organize, plan, and conduct rehabilitation therapy treatment groups. Groups will follow recovery principles, recognizing and integrating the patient's strengths, interests, and therapeutic goals.
- B. Assist in promoting and implement events (i.e. holiday recognition, special events) which may enhance the patients' quality of life while hospitalized.
- C. Assist in the maintenance of a safe and secure environment.

20% Meetings

- A. Attend program meetings, service meetings, shift changes, select internship committee meetings, and other meetings as assigned.
- B. Attend and may participated in interdisciplinary treatment teams and other clinical meetings as assigned and/or requested.

10% Professional Development

- A. Participate in professional development activities provided by the hospital, special workshops, and conferences.
- B. Attend monthly Rehabilitation Therapy Service meetings.
- C. Prepare and present a case study to the rehabilitation therapy service.
- D. Complete additional professional development projects as assigned.

5% Other Assignments

- A. Complete additional task as indicated in the university agreement.
- B. Complete additional task as assigned by supervisor.

II. Supervision Received

- A. The Student Assistant – Recreation Therapy Intern is directly supervised by designated CTRS Therapist in cooperation with the service internship committee under the direction of the Program Director of Rehabilitation Therapy Services.
- B. The intern is responsible to follow program and hospital policies as well as guidelines outlined in the rehabilitation therapy service internship program.
- C. The Student Assistant – Recreation Therapy Intern will receive between 2-5 hours of supervision per week.

III. Supervision Exercised

None

IV. Knowledge and Abilities

Knowledge of: Elementary principles and procedures as required in the field of study.

Ability to: Reason logically, write effectively, analyze situations accurately, and adopt an effective course of action; establish and maintain cooperative relations with those contacted in the work.

V. Required Competencies

Infection Control

Applies knowledge of correct methods for controlling the spread of pathogens.

Safety

Actively supports a safe and hazard free workplace through practice of personal safety and vigilance in the identification of safety and security hazards.

Therapeutic Strategy and Interventions (TSI)/ Restraint/ Seclusion

Applies and demonstrates knowledge of TSI to create an environment that includes the principles of recovery-oriented systems of care such as person-centered care, choice, respect, and dignity.

Cultural Awareness

Demonstrates awareness to multicultural issues in the workplace

Privacy and Security of Protected Health Information

Maintains and safeguards the privacy and security of patients' protected health information (PHI) and other individually identifiable health information (IIHI) whether it is in paper, electronic, or verbal form in compliance with HIPAA and all other applicable privacy laws

Site Specific Competencies

Relationship Security

Demonstrates the ability to maintain professional therapeutic relationships with patients, to assist them with problem solving, and to teach/model principles of the norm of non-violence.

Technical Proficiency (Site Specific)

Demonstrates typing and basic computer skills.

VI. Training

The Intern is will complete of all required training. The Student Assistant – Recreation Therapy Intern is part of training category 3.

VII. Working Conditions

The Intern is required to work assigned hours to meet national certification requirements. All employees must have a health review necessary to ascertain that they are free from symptoms indicating the presence of infection and are able to safely perform their essential tasks.

Intern Signature

Print Name

Date

Internship Supervisor

Print Name

Date

Internship Director

Print Name

Date

Program Director

Print Name

Date